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Direct line: 01403 215465

# Housing & Public Protection Policy Development Advisory Group

Tuesday, 26th April, 2022 at 5.30 pm  
via Remote Access

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend to observe the proceedings, seating for which will be provided, subject to providing advance (by noon of the day of the meeting) written notification to the Chairman of the meeting and [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Councillors: Tricia Youtan (Chairman)

Chris Brown  
Liz Kitchen  
Mike Morgan  
Jon Olson  
Louise Potter

Kate Rowbottom  
Jack Saheid  
Ian Stannard  
Claire Vickers  
Belinda Walters

You are summoned to the meeting to transact the following business

Jane Eaton  
Chief Executive

## Agenda

	Page No.
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 29 March	
To receive the following items relating to the policy development process:	
3. <b>Proposed Changes to Housing Register and Nominations Policy</b>	
To receive a presentation from the Head of Housing & Community Services and the Housing Services Manager	
To receive the following service updates:	
4. <b>Turning Tides - Overview of services for rough sleepers</b>	

To receive a verbal presentation from the Head of Development at Turning Tides

5. **Ukraine Support in Horsham District and West Sussex**

To receive a verbal update from the Head of Housing & Community Services

6. **Forward Plan Extract for the Housing and Public Protection Portfolio**

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To note the Forward Plan extract for the Housing and Public Protection Portfolio

**Housing & Public Protection Policy Development Advisory Group**  
**29 MARCH 2022**

Present: Councillors: Tricia Youtan (Chairman), Liz Kitchen, Mike Morgan, Kate Rowbottom, Jack Saheid, Claire Vickers and Belinda Walters

Apologies: Councillors: Jon Olson and Louise Potter

Absent: Councillors: Chris Brown and Ian Stannard

Also Present:

14 **NOTES OF THE PREVIOUS MEETING**

The notes of the meeting held on 18 January were agreed

15 **PRIVATE SECTOR LEASING PROPOSAL**

The Head of Community Services and Senior Accommodation officer delivered a presentation outlining the Private Sector Leasing Proposal, designed to reduce reliance on Bed & Breakfast solutions to meet temporary accommodation needs.

The annual spend has been reduced significantly from Pre-Covid, there remains a significant demand for temporary housing and the cessation of the stay in evictions terminated in 2021 has created a growing increase in demand. Bed & Breakfast accommodation is relatively costly and there is a limited supply, for which a number of authorities are competing. accommodation include new legislation for domestic abuse cases and government instructions to accommodate all rough sleeping households through the Protect and Vaccinate programme. There is also a prevailing lack of private and social housing for a variety of reasons.

It is proposed that HDC invest in a leasing scheme to secure suitable accommodation for a 3-5 year period, with a 20% payment to participating landlords, shared maintenance costs and a charge to tenants at the LHA rate, including utilities and council tax. The initial investment would be to secure 5 properties with annual growth in the portfolio at the same rate.

The proposal was supported by the meeting.

16 **SINGLE HOMELESS ACCOMMODATION PROJECT WITH TURNING TIDES**

The Head of Housing & Community Services and the Housing Services Manager presented a proposal designed to enhance support to single homeless people in the District.

The proposal is led by three agencies – Kingdom Faith, whose premises at Roffey Place would be the location on which the proposal is based; Turning

Tides, who are the established provider of support to rough sleepers; and Saxon Weald who will be looking at subsequent development of the initial site for affordable housing and establishing alternative provision within the town.

The proposal will be for the decommissioned Roffey Place accommodation - which will provide 38 beds in addition to further accommodation in out buildings on the site – to be managed on a 24/7 basis by Turning Tides for a period of 3-5 years.

Benefits include:

- a robust response to local rough sleeper, ensuring that local individuals are accommodated more locally, but with sufficient capacity to provide availability to neighbouring areas as well
- support to Turning Tides to ensure their financial viability to continue their service to the single homeless, and
- Medium term investment in affordable housing on the Roffey Place site

Discussion clarified that this was specifically for single homeless and that services to families and refugees would be delivered through other routes.

The Group supported the proposal

17 **S106 FUNDING FOR SAXON WEALD**

An oral update was provided by the Affordable Housing Enabling Officer outlining a proposal for S106 funding to be made available to Saxon Weald in respect of the development of The Cobblers in Slinfold, to provide 12 fit for purpose accommodation units (4 two bed and 8 single bed). There is significant demand in the area for this kind of accommodation. If approved, the usual 50/50 split between start and acceptable completion would be applied.

The group agreed the proposal which will now progress to Cabinet in June for approval.

18 **FORWARD PLAN EXTRACT FOR THE HOUSING AND PUBLIC PROTECTION PORTFOLIO**

The Forward Plan was noted. It was recognised that there are no current priorities of immediate relevance to this portfolio, but that the S106 proposal (Item 5 on the agenda) will be presented for consideration at the June Cabinet and, if accepted, will be added to the Forward Plan at that stage.

*The meeting closed at 5.16 pm having commenced at 4.30 pm*

**CHAIRMAN**

Parkside, Chart Way, Horsham,  
West Sussex RH12 1RL

## FORWARD PLAN

This notice sets out details of key decisions that the Cabinet or a Cabinet Member intend to make, and gives 28 days' notice of the decision under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The notice may also include details of other decisions the Council intends to make.

The reports and any background documents that have been used to inform the decisions will be available on the Council's website ([www.horsham.gov.uk](http://www.horsham.gov.uk)) or by contacting Committee Services at the Council Offices.

Whilst the majority of the Council's business will be open to the public, there will be occasions when the business to be considered contains confidential, commercially sensitive or personal information. This is formal notice under the 2012 Regulations that part or all of the reports on the decisions referred to in the schedule may be private because they contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and the public interest in withholding the information outweighs the public interest in disclosing it.

If you wish to make representations about why part or all of the papers should be open to the public, please contact Committee Services at least 10 working days before the date on which the decision is to be taken.

If you wish to make representations to the Cabinet or Cabinet Member about the proposed decisions, please contact Committee Services to make your request.

Please note that the decision date given in this notice may be subject to change.

To contact Committee Services:

E-mail: : [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Tel: 01403 215123

Published on 01 April 2022

### **What is a Key Decision?**

A key decision is an executive decision which, is likely –

- (i) to involve expenditure or savings of £250,000 or more as well as otherwise being significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

	<b>Subject and Date of Policy Development Advisory Group for consultation</b>	<b>Decision Taker</b>	<b>Date(s) of decision</b>	<b>Is all or part of this item likely to be dealt with in private</b>	<b>Contact Officer</b> <b>Cabinet Member</b> (NB include name, title and email address)
3.	<b>S106/Commuted Sum Funding - The Cobblers, Slinfold</b>	Cabinet	9 Jun 2022	Open	Rob Jarvis, Head of Housing & Community Services robert.jarvis@horsham.gov.uk  Cabinet Member for Housing and Public Protection (Councillor Tricia Youtan)

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